



SAWSTON PARISH COUNCIL

MINUTES of the PLANNING & ENVIRONMENT COMMITTEE MEETING HELD 24 OCTOBER 2017

At Link Road Parish Council Offices - Meeting commenced at 7.30pm

PRESENT:

Assistant Parish Clerk Jo Keeler

Councillors

Janet Martin (Chairman)

Brian Milnes (7.36pm)

Tony Fell

Kevin Cuffley

Beck Laxton

David Bard

1 APOLOGIES FOR ABSENCE

Councillor Rob Grayston – work commitments

Councillor Ray Matthews – Illness

Councillor Rajni Padia – Illness

Councillor Neil Reid – Family commitment

2 DECLARATION OF INTERESTS FOR THIS MEETING

None

3 MINUTES OF THE MEETING HELD ON 03 OCTOBER 2017

The minutes of the meeting held on 03 October 2017 were read, confirmed and signed.

It was **proposed** by Councillor Tony Fell and **seconded** by Councillor Beck Laxton to **accept** the minutes

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

4 MATTERS ARISING – New information only

None

Councillor Brian Milnes arrived 7.36pm

5 PLANNING APPLICATIONS

Planning Application Ref	Location	SPC Comment:
S/3408/17/FL	Loft conversion with raised ridge line at 39 The Green Road, Sawston It was proposed by Councillor Brian Milnes and seconded by Councillor Tony Fell not to support this application.	Do not support: Not in keeping with the street scene particularly the high roof line. Out of proportion with the other houses in the street. Vote 4 For 2 no votes

S/3308/17/FL	<p>Erection of 1.8m high boundary fence along rear of highway footpath at 3 Fairfields, Sawston</p> <p>It was proposed by Councillor Beck Laxton and seconded by Janet Martin not to support this application.</p>	<p>Do not support: The height of the fence has an effect on the street scene. The Parish Council would like to query if the land owner has provided proof of ownership of the area of grass between the wall and the footpath.</p> <p>Vote 4 For 2 no votes</p>
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6 PLANNING DECISION (FULL DETAILS ARE NOW ONLINE ONLY)

7 UNAUTHORISED ENCAPMENT PROTOCOL – DRAFT ATTACHED

Councillor Beck Laxton has looked at the draft policy and had some questions which were discussed. It was agreed that she will forward the draft policy to the Clerk to have a look through and will be looked at again at another meeting.

Action: Councillor Beck Laxton

8 VILLAGE SIGN – MORE INFORMATION FROM COUNCILLOR BECK LAXTON

Councillor Beck Laxton explained she has previously done some work on a village sign and that we need to think about how we proceed. What do we want to see on the village sign? This was discussed and agreed that we should create a brief for a designer. Both Councillor Beck Laxton and Councillor Janet Martin have photo's of other village signs which will be collated together. Once we have a brief of three designs we should advertise them in the Parish Council office so people can see them and ask residents to choose one. Councillor Kevin Cuffley suggested Councillor Beck Laxton contacts the Village History Society for ideas.

Action: Councillor Beck Laxton

9 PROPOSAL FOR SIGNS AT VILLAGE ENTRANCES TO ENCOURAGE ROAD SAFETY

Councillor Janet Martin explained that she felt the Sawston signs as you come into the village are a bit dated and that after recently visiting County Council Highways she was told about the possibility of having a gated entrance which would be a white fence either side of the road, but not across the road, that could have a sign on it reading 'Welcome to Sawston, please drive safely'. This was discussed and the committee felt we should consider it along with the village sign. The Clerk to ask if someone from County Council Highways could come to a Parish Council meeting to discuss or for the Clerk to get some idea of cost for the next Planning meeting. Another idea is to have directional signs in the High Street.

Action: Clerk

10 REPLACEMENT TREES IN EDINBURGH AVENUE, RECOMMENDATION FROM SCDC TREE OFFICER

The Clerk explained that the Tree Officer at SCDC has recommend we plant two Rowan trees in this area to replace the tree we had to fell due to its health. The committee has concerns that this tree will drop berry's and cause a mess so didn't really want to go with this suggestion. The residents had said at a previous meeting they would be happy to see two blossom trees there.

The Clerk will speak to the Tree Officer and report back to the next Planning meeting.

Action: Clerk

11 GRASS CUTTING CONTRACT – CONSIDERATION FOR ADDITIONAL CUTS FOR THE YEAR & COSTS

The Clerk explained that the Parish Council was advised by our current contractors to have more cuts to prevent it leaving such a mess. It was recommended up to 17 cuts per year (weather dependant).

The Clerk contacted three companies to get quotes for more cuts and received two.

- £550.00 per cut
- £630.00 per cut

It was **proposed** by Cllr Kevin Cuffley and **seconded** by Cllr Beck Laxton to **RECOMMEND TO FULL** that we stay with the current contractor at £550.00 per cut with the option of having up to 17 cuts per year.

VOTE: 6 FOR : 0 AGAINST UNANIMOUS

It was felt that the whole of the village should be cut by the Parish Council so it is all done at the same time. This is something the committee will discuss once Councillor David Bard finds out when the South Cambs District Council contract is up for renewal and Councillor Kevin Cuffley finds out when the County Council contract is up for renewal.

Action: Councillor David Bard & Councillor Kevin Cuffley

12 NEIGHBOURHOOD PLAN – UPDATE

Councillor Janet Martin gave an update on from the Neighbourhood Plan meeting held the week before and minutes of the meeting were distributed. There are three questions to consider which need to be discussed at the full parish meeting in November.

- Whether there should be an amendment to parish boundaries as a result of the new development (subject to the Inspector's report), which would then become the boundary area for the NP;
- Whether Sawston and Pampisford Parish Councils wish to proceed with the development of a joint NP on an informal basis meanwhile, as there was quite a bit of work that could be done in the interim, including plan content outline and identification of specialist input
- Joint working on a three Parish basis on planning issues arising from the new development

The next meeting is on Thursday 14th December at 10am at the Parish Council office. Everyone is welcome.

It was **proposed** by Cllr Tony Fell and **seconded** by Cllr Beck Laxton that these questions are discussed at November's full parish meeting

VOTE: 6 FOR : 0 AGAINST UNANIMOUS

13 UPDATE ON THE LOCAL HIGHWAYS IMPROVEMENTS INITIATIVE IN NEW ROAD, SAWSTON

Councillor Kevin Cuffley explained that although we had a successful bid for LHI scheme and agreed a crossing on New Road, the County Council has now rejected this and said we cannot have a zebra crossing because there are too many residents dropped curbs along New Road and no room for a crossing. The alternative is to have:

- Flashing School sign – stating 20MPH.
- MVAS unit – Mobile Vehicle Activated Sign which will be moved around the village
- Lining wise – Replenish the white lines throughout the village

This would total £8k with the Parish Council making a 10% contribution based on the final cost of the works.

It was **proposed** by Cllr Tony Fell and **seconded** by Cllr Kevin Cuffley to **RECOMMEND TO FULL** that we go ahead with the above and spend up to £1k.

VOTE: 6 FOR : 0 AGAINST UNANIMOUS

14 TO ACCEPT S106 MONEY FOR THE COMPASS CENTRE, HIGH STREET, SAWSTON

This must be agreed by the full council and will be an agenda item for November's meeting.

15 BUDGET SETTING FOR PLAMMING & ENVIRONMENT COMMITTEE ONLY

The budget for Planning & Environment was discussed and it was ***proposed*** by Councillor Beck Laxton and ***seconded*** by Councillor Tony Fell to ***recommend*** to the Finance Committee a budget of £29,107.63 for 2018/2019.

VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)

The committee discussed the current street lighting and has concerns regarding certain dark areas in the village. Councillor Kevin Cuffley agreed to look into what can be done about more lighting and costs/possibility for the Parish Council to put more lights in.

Action: Councillor Kevin Cuffley

16 CORRESPONDENCE

None

Councillor David Bard explained that SCDC Planning Committee will be considering the application for the erection of football ground for Cambridge City Football Club and creation of new community recreational space on Wednesday 1st November at 10.30am – S/2239/13/FL.

It was ***proposed*** by Cllr David Bard and ***seconded*** by Cllr Beck Laxton that as Chairman of Planning, Councillor Janet Martin attends to speak on behalf of Sawston Parish Council.

VOTE: 6 FOR : 0 AGAINST UNANIMOUS

17 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING: CONCERNING P & E ONLY

The meeting closed at 9.20pm